

## Training and Evaluation Outline Report

**Task Number:** 71-8-5117

**Task Title:** Coordinate Sustainment Distribution (Division - Corps)

**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD1** - This training product has been reviewed by the training developers in coordination with the Fort Leavenworth foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	ADP 3-0	Unified Land Operations	Yes	No
	ADP 4-0	Sustainment	Yes	No
	ADRP 5-0	The Operations Process	Yes	No
	ATTP 4-0.1	Army Theater Distribution	Yes	No
	FM 4-01	Army Transportation Operations <a href="http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm4_01.pdf">http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm4_01.pdf</a>	Yes	No
	FM 6-0	COMMANDER AND STAFF ORGANIZATION AND OPERATIONS	Yes	Yes

**Condition:** The Staff receives a mission order from higher headquarters and the commander issues guidance on coordinating sustainment and distribution flow. Mission command and logistics systems are operational and processing logistics information and requirements. The command exchanges liaison teams and points of contact information with designated distribution managers. The Staff and supporting Sustainment Brigade routinely and continuously collaborate with national, intermediate, and in-theater sustainment and distribution units. Some iterations of this task should be performed in MOPP 4.

**Standard:** The Staff coordinates sustainment distribution in the area of operations. The Staff and supporting Sustainment Brigade establish and maintain tactical, operational, strategic, and joint interfaces to facilitate sustainment distribution operations. The staff follows commanders guidance and standard operating procedures.

**Safety Risk:** Low

<b>Task Statements</b>
------------------------

**Cue:** None

### DANGER

Leaders have an inherent responsibility to conduct Risk Management to ensure the safety of all Soldiers and promote mission accomplishment.

## **WARNING**

Risk Management is the Army's primary decision-making process to identify hazards, reduce risk, and prevent both accidental and tactical loss. All Soldiers have the responsibility to learn and understand the risks associated with this task.

## **CAUTION**

Identifying hazards and controlling risks across the full spectrum of Army functions, operations, and activities is the responsibility of all Soldiers.

**Remarks:** None

**Notes:** None

## TASK STEPS

1. The Staff provides sustainment support by:

- a. Planning distribution operations.
- b. Coordinating with unified action partners and host nation.
- c. Integrating sustainment support into the overall operation.
- d. Executing sustainment functions:
  - (1) Logistics.
  - (2) Personnel Services
  - (3) Health Services Support.

2. The Staff manages logistics:

- a. Provides advice to the commander on all command logistics operations.
- b. Develops and enforces logistics control measures.
- c. Provides supervision and direction to all subordinate logistics sections.
- d. Recommends and implements approved sustainment automation management policies.
- e. Provides guidance and oversight of subordinate unit's logistics automation elements ensuring compliance with sustainment automation management policies.
- f. Plans and executes the command's logistics automation architecture to track and report readiness status of logistics.
- g. Plans the cross-leveling of logistics automation resources.
- h. Coordinates reach-back for logistics automation resource augmentation.
- i. Reviews commander's priorities for supply, distribution, transportation, maintenance, resource management/contracting, and services support.
- j. Verifies that logistics plans/activities support the OPLAN/OPORD.
- k. Obtains topographic foundational data that supports intelligence preparation of the theater and logistics preparation of the theater products.
- l. Designates/validates main and alternate supply routes and locations for logistic support areas, brigade support areas, airfields and convoy support centers
- m. Provides maintenance planning and develop division maintenance programs, policies, and contingency plans/operations input.
- n. Monitors the preparation/update of the logistics common operational picture.

3. The Staff coordinates Sustainment Distribution.

- a. Conducts distribution synchronization boards.
- b. Maintains standing cells and working groups as required.

(1) The physical network.

- (a) Airfields.
- (b) Roads
- (c) Bridges.
- (d) Railroads.
- (e) Structures (such as warehouses, depots, and storage facilities).
- (f) Ports.
- (g) Staging areas.
- (h) Inland waterways.
- (i) Fuel pipelines.
- (j) Water pipelines.

(2) The financial network.

- (a) Policies.
- (b) Agreements.
- (c) Processes.
- (d) Decision systems that obtain, allocate, and apportion the fiscal resources.

(3) The information network.

- (a) Data collection devices.
- (b) Decision support tools.
- (c) Distribution enablers that support asset visibility.
- (d) Distribution control enablers.
- (e) Situational understanding enablers.

(4) The communications network.

- (a) Connects all of the facets of the distribution system.
- (b) Provides reliable information at strategic, operational, and tactical levels.
- (c) Monitors all of the data produced by the information network.
- (d) Establishes secure means to distribute information/data.
- (e) Employs situational understanding enablers.

c. Coordinates distribution activities.

(1) Directs logistics assets at critical points based on mission, enemy, terrain, troops, time, civilian considerations, and command guidance.

(2) Monitors logistics information fusion center operations.

(3) Coordinates with Logistics Automation Management Office.

(4) Maintains continuous communications with command and higher echelon staff movement control and materiel managers.

(5) Coordinates with command and higher echelon movement control staff elements, command maintenance elements, general supply managers, property book office personnel, procurement personnel, and host nation supporters to maintain total asset visibility/intransit visibility.

(6) Directs cross-leveling of sustainment resources to meet operational requirements.

(7) Directs flow of resources in the distribution pipeline to meet priority requirements.

(8) Directs retrograde of excess sustainment resources to higher echelons collection points.

(9) Manages the flow of multi-consignee shipments in/out bound to the Division/Corps.

(10) Manages commercially owned/government owned containers.

(11) Manage unit competition for distribution resources.

(12) Validates that Army Battle Command Systems (ABCS) components and networks are continuously sending/receiving reliable, actionable data throughout the theater, intermediate bases, and home station bases.

(13) Validates the use of Logistics Standard Army Information Systems (STAMIS) to coordinate and control distribution activities.

4. The Staff coordinates/monitors supply operations.

a. Provides supply and services sustainment planning.

b. Develops policies to guide the effective requisition, acquisition, storage and provisioning of supplies and equipment and sustainment services.

c. Coordinates/monitors control of supply assets.

- d. Monitors the requisition, acquisition, and storage of supplies and equipment.
- e. Provides policies for collecting and disposing of excess property.
- f. Distributes sustainment priorities and controlled supply rates.
- g. Verifies accountability and security of supplies and equipment.
- h. Validates authorized stock lists.
- i. Coordinates the transportation, storage, handling, and disposal of hazardous material/ waste.
- j. Coordinates medical supply support with supporting medical unit.

5. The Staff coordinates Class I subsistence supply support.

- a. Verifies locations of Class I and water supply points.
- b. Monitors Class I supply point operational schedules.
- c. Evaluates push package delivery methods and schedules.
- d. Monitors bottled water replenishment operations.
- e. Monitors bulk water supply and distribution operations.
- f. Validates provisions for subsistence support.
- g. Establishes emergency resupply procedures.

6. The Staff coordinates all Classes of supply.

- a. Validates Class II, III (package and bulk), IV, VI, and IX support plans and procedures to ensure compliance with command-directed sustainment controls.
- b. Monitors requisition and issue processes to identify shortfalls.
- c. Coordinates resolution of actual or anticipated shortfalls with supporting staff and supply providers.
- d. Establishes emergency resupply procedures.

7. The Staff coordinates Class III supply support.

- a. Validates Class III support plans and procedures to ensure compliance with command-directed sustainment controls.
- b. Monitors requisition and issue processes to identify shortfalls.
- c. Coordinates resolution of actual or anticipated supply shortfalls with the supporting staff and supply providers.
- d. Validates procedures for spill-prevention provisions.

- e. Establishes emergency resupply procedures.

8. The Staff monitors/manages Class V supply support.

- a. Reviews Tactical Standing Operating Procedure, sustainment annex, and other commander guidance related to ammunition supply procedures, controlled supply rates, and distribution methods.

- b. Identifies Class V sustainment controls and priorities.

- c. Validates current locations of all ammunition transfer points and ammunition supply points located in the area of operations.

- d. Verifies Class V support shortfalls.

- e. Verifies Class V cross-leveling requirements.

- f. Verifies actions required to correct Class V shortfalls.

- g. Validates provisions for ammunition supply quality assurance, explosive ordnance disposal elements, and inspection/malfunction investigations.

- h. Provides ammunition status updates to the command group.

- i. Establishes emergency resupply procedures.

9. The Staff coordinates Class VI supply support.

- a. Coordinates for exchange services/class VI supply support.

- b. Requests exchange sales teams when full exchange services are not available.

- c. Coordinates/validates hours of sales operations with exchange sales team.

- d. Publishes exchange sales team hours of operations.

- e. Establishes emergency resupply procedures.

10. The Staff monitors/manages major end items (Class VII) supply support.

- a. Coordinates with strategic/Joint-level Class VII supply sources/activities.

- b. Validates input and output from automated data processes that support Class VII operations.

- c. Verifies that catalog research and retrieval services are available to Class VII managers.

- d. Provides major end item supply operations update to the commander and staff.

- e. Provides technical advice and assistance to supported units.

- f. Manages battle loss reporting.

11. The Staff coordinates Class IX repair parts supply support.

- a. Verifies Class IX supply sources.
- b. Verifies that command units perform Authorized Stockage Level management requirements.
- c. Monitors repair parts storage operations to ensure that prescribed load lists (PLLs) and authorized stockage lists are maintained at allocated levels.
- d. Verifies that all assigned/attached units/elements maintain Class IX (PLLs).
- e. Verifies that technical repair parts supply assistance and advice is available to all command units.
- f. Verifies that catalog research and retrieval service is available to supporting and supported units.
- g. Verifies the availability of replacement operational readiness float equipment.
- h. Provides repair parts supply operations updates to the commander and staff.
- i. Establishes emergency resupply procedures.

12. The Staff manages maintenance support.

- a. Verifies maintenance workload requirements (less medical).
- b. Verifies maintenance time lines.
- c. Verifies operability of maintenance related automation and Standard Army Management Information System (STAMIS).
- d. Verifies that provisions found in maintenance policies and plans support the command's mission momentum at critical points by:
  - (1) Repairing inoperable equipment at the point of failure or damage.
  - (2) Locating maintenance units/facilities as far forward as possible.
- e. Coordinates equipment recovery and evacuation operations with the supporting sustainment command/brigade.
- f. Monitors the command's equipment readiness status.
- g. Coordinates medical maintenance with supporting medical command/ unit.

13. The Staff coordinates/manages transportation.

- a. Manages all matters related to transportation sustainment operations.
- b. Plans and develops transportation policies and movements.
- c. Establishes and operates the Movement Control Center to track, monitor, and report on routine convoy movements.



- d. Plans the support of mode and terminal operations and movement control.
- e. Plans administrative troop movements.
- f. Coordinates transportation assets for other Services.
- g. Coordinates with the command G-9 for host-nation support.
- h. Coordinates special transport requirements to move the command post.
- i. Coordinates transport of replacement personnel and enemy prisoners of war.
- j. Coordinates for sustainment of tactical troop movements.

14. The Staff coordinates/manages services.

a. Verifies field services requirements and capabilities to include:

- (1) Food preparation.
- (2) Water purification.
- (3) Mortuary affairs.
- (4) Aerial delivery/air drop.
- (5) Laundry, shower, and clothing/light textile repair.

b. Coordinates field sanitation.

c. Coordinates construction of facilities and installations (except for fortifications and signal systems).

d. Coordinates exchange and replacement of organizational clothing and individual equipment.

15. The Staff plans/coordinates human resources (HR) support, including:

a. Headquarters management:

- (1) Headquarters administration.
- (2) Administrative support for military and civilian personnel, including leaves, passes, counseling, transfers, awards, and personal affairs.
- (3) Information services such as publications, printing, and distribution.
- (4) Administrative support for non-U.S. forces, foreign nationals, and civilian internees.
- (5) Administering discipline, law, and order.
- (6) Tracks the common operational picture.

(7) Verifies that HR support provides timely input to current operations.

(8) Integrates HR input to the command's contingency plans and operations.

(9) Develops and coordinates long term and current operational personnel policy.

b. Personnel Readiness Management.

(1) Personnel readiness management.

(2) Personnel accountability.

(3) Personnel strength reporting.

(4) Retention operations.

(5) Personnel information management.

c. Essential personnel services including:

(1) Personnel action requests, requests for leaves or passes, changes to record of emergency data or life insurance elections, changes to dependent information, transfers and discharges, allotments, saving bonds, direct deposits, retentions, reclassifications and congressional enquiries.

(2) Requests for awards or decorations, promotions, reductions, and bars to reenlistment and evaluation reports.

(3) Postal services support to Soldiers and the U.S. Postal Service.

(4) Command's casualty reporting/tracking system.

(5) Casualty support, including recording, reporting, verifying, and processing casualty information; notifying appropriate individuals; and providing casualty assistance to the next-of-kin.

d. Personnel support activities -- coordination that encompasses morale, welfare, and recreation, command interest programs, and Army band operations.

16. The Staff monitors/coordinates Resource Management/contracting support, including:

a. Informs the commander on Resource Management sustainment operations.

b. Develops resource requirements.

c. Manages tracking, analysis, and reporting of budget/budget execution.

d. Verifies budgeting control and other Resource Management control processes.

e. Provides funding distribution recommendations.

f. Resolves all Resource Management policy issues.

17. The Staff coordinates Health Service Support, including:

a. Technical advice on the health status of the command.

(1) Occupational/environmental health.

(2) Medical surveillances.

(3) Sanitary inspections.

(4) Potential Chemical, Biological, Radiological and Nuclear contamination.

b. Preventative medicine operations.

c. Reach back capability for the forward deployed Surgeon.

d. Medical supply and maintenance support with supporting medical unit.

18. The Staff coordinates general engineering support, including:

a. Real estate acquisition.

b. Facilities maintenance.

c. Force protection-related engineer support.

(Asterisks indicates a leader performance step.)



Step Number	Task Number	Title	Proponent	Status
	55-9-4878	Conduct Redeployment Activities	55 - Transportation (Collective)	Approved
	63-6-4060	Conduct Distribution Operations during Offense, Defense, Stability and Defense Support of Civil Authorities (DSCA) operations	63 - Multifunctional Logistics (Collective)	Approved
	63-6-4876	Coordinate Sustainment Procurement and Contracting Support	63 - Multifunctional Logistics (Collective)	Approved
	63-7-2940	Maintain Assigned Area Logistics Common Operational Picture (LCOP)	63 - Multifunctional Logistics (Collective)	Approved
	63-9-2923	Maintain Total Asset Visibility (Brigade-Echelons Above Corps)	63 - Multifunctional Logistics (Collective)	Approved

**Supporting Individual Task(s):**

Step Number	Task Number	Title	Proponent	Status
	551-882-3107	Supervise Nodal Operations	551 - Transportation (Individual)	Approved

**Supporting Drill Task(s):** None

**Supported AUTL/UJTL Task(s):**

Task ID	Title
ART 4.0	The Sustainment Warfighting Function
ART 4.1.6.1	Conduct Distribution Management

**TADSS**

Step ID	TADSS ID	Title	Product Type	Quantity
No TADSS specified				

**Equipment (LIN)**

Step ID	LIN	Nomenclature	Qty
No equipment specified			

**Materiel Items (NSN)**

Step ID	NSN	LIN	Title	Qty
No materiel items specified				

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. .

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. .